

# Westfield Township Board of Trustees

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Special Meeting

June 15th, 2020

*Trustee Schmidt commenced the Trustee meeting via Zoom on June 15th, 2020 at 7:13pm. Roll call: Patterson- here, Horner- here, Schmidt- here.*

- Guests- Carol Rumburg
- 2 other unknown guests joined the Zoom meeting.

## Comments from the floor

- N/A

## Minutes to be approved

- May 4th, 2020- *Trustee Schmidt makes a motion to approve the minutes as corrected, 'correct spelling of Mr. Innes name'; seconded by Patterson. Roll call: Patterson- aye, Horner-aye, Schmidt-aye. Motion passes.*
- May 18th, 2020- *Trustee Schmidt makes a motion to approve the minutes as corrected to remove redundant verbiage regarding Deer Pass golf course under the zoning section; seconded by Patterson. Roll call: Patterson-aye, Horner, aye, Schmidt-aye. Motion passes.*

## Roads Report

- RS Lee Evans in attendance.
- North side of the township building has been power washed. Power washer is now broken and will need to be replaced. RS Evans had to rent a lift to powerwash the township building. The cost was \$340.00 for two days plus delivery and pick up was additional.
- All township mowing is complete.
- EPOKE service done. Will look into getting a tarp to cover the machine for the summer.
- New hoses purchased for the Gradall.
- The storage fee for the salt was dropped by Cargill.
- The culvert project on Ryan road will use up some of the dirt that is being stored at the township hall.
- RS Evans would like the trustees to consider purchasing a Mister PS4/7 machine to help sanitize the hall. The machine costs \$2045.00.

*Trustee Schmidt makes a motion to approve the purchase of the Mister PS 4/7 machine for disinfection purposes for \$2,045.00; seconded by Horner. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Motion passes.*

## Cemetery

- One burial was done (cremation).
- 3 foundations need done in the next few weeks for headstones.

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- Contracted spraying continues to be done at the cemetery.

## Zoning

- ZI Sims in attendance.
- Micklas lot combination at 7360 Buffham Road- Mike Lyons reviewed the request. Discussion ensued regarding the date on the survey as well as the name of a deceased (former) land owner Tom Micklas. This was tabled until further clarification is done.
- Omni group and Jason Lavor (developer for Ricardi parcel) are interested in pursuing the text map amendment for the Ricardi parcel and a neighboring 27 acres owned by Omni group. Will be further discussed at the next stakeholder's meeting, tentatively scheduled for Wednesday, June 24th at 3:30pm.
- Cloverleaf digital sign request- BZA variance would need to be done to request a digital sign. Or, we can waive that procedure because it is one government entity to another. The board agrees to waive the variance procedure. ZI Sims will update Superintendent Kubilus.
- **Zoning Commission:** Next meeting scheduled for June 17<sup>th</sup> 2020 at 6:30. This meeting will be mixed physical (face to face) as well as zoom capabilities as well. The concern for the township hall is the lack of internet services available in the building. The ZC meetings are very hands-on and interactive, so the Zoom platform cannot be used. ZI Sims would like the board of trustees to look into purchasing more cordless microphones for participant safety and infection prevention.
  - ZC will be discussing the Pending OIPD Application: Welser/Kratzer parcel Application for Office/ Industrial Planned Development (OIPD). Building/area variance for height will be discussed.

-Vacations of ZC members will affect meeting dates during the summer.

-FO Kurtz suggests the ZC could meet at the WFRD. There are smart televisions in the fire station that are capable of screen casting from a cell phone. This may be an option for the upcoming ZC meeting.

## Old Business

- Solid Waste District- No new updates.
- Spectrum Internet upgrade at the township building- Trustee Schmidt spoke with the account executive who stated the work order has been completed. Schmidt called the technical department and they were not able to assist because the name and phone number on the account is not current.
- Hall Rentals- There has been another request for October 2020. The board of Trustees suggest that the potential renter place another request after August 1st. We will reassess at that time.
- Trustee Patterson received a nuisance report regarding weed control on a property. A township resolution was passed in previous years. FO Kurtz will try to locate the resolution addressing this issue.

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- Trustee Patterson met with the mayor of Westfield Center Village. The soil results of the Welser/Kratzer proposal should be available for the upcoming ZC meeting.
- MD7, a consultant for American Tower, sent a proposal for review. Mike Lyons is in receipt of the proposal to lend counsel.

## New Business

***Trustee Schmidt makes a motion to approve resolution Westfield Township 2020-05 CARES Act; seconded by Patterson. Roll Call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

## Announcements

- WFRD and TWP Trustee Special Meeting July 6th, 2020 at 6:30pm.

## Fiscal Officer Report

- FO Kurtz in attendance.
  - Payment Listing- totals \$19,333.83. (See Attached)
    - Trustee Schmidt questioned the payment to EJM Material & Supply. This was for the road saver/sealer in the amount of \$2,182.50.
    - Trustee Horner questioned the payment to Cargill. This was for storage of remaining road salt totaling \$459.15. Will hold off on this payment until clarification is received from RS Evans.

***Trustee Schmidt makes a motion to pay the bills totaling \$19,333.83; seconded by Horner. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Motion passes.***

- Fund Status (See Attached)
  - Secondary Checking- \$104,742.57 (now a *money market*)
  - Primary Checking- \$705,399.03
  - Total Fund status- \$810,141.60
- TWP bank account was reconciled and will need signatures from the Board of Trustees.
- Monies were moved from contingency into 2 different accounts for unexpected fees and payment.

## Fiscal Office Correspondence

- Township financial training is available online. This training would fulfill continuing education requirements.
- FO Kurtz needs to have the proposed 2021 WFRD and Westfield Township budgets approved soon. A special meeting will need to be scheduled to have the budgets approved

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before the end of July, 2020. FO Kurtz will send the budget worksheets out to the board of trustees for them to review. Budgeting will be challenged due to the uncertainties of the economy related to the pandemic.

***Trustee Schmidt makes a motion to adjourn at 8:51 pm; seconded by Patterson. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Meeting adjourned.***

***Respectfully submitted by:***

***Amy M. Banfield***

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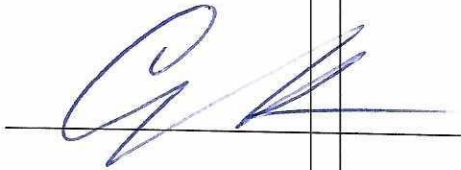
Date approved: 7/6/20



*Trustee Michael Schmidt, Chair*

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*Trustee Kent Patterson*



*Trustee Craig Horner*